

**City of Milpitas  
Approved Minutes  
Telecommunications Commission  
February 25, 2008**

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**I. Call to Order & Roll Call:**

Telecommunications Commission Chair Albert Alcorn called the meeting to order.

Members Present: A. Alcorn, I. Munir, R. Shaw, W. Lam, D. Gupta, N. Gupta, H. Tran, V. Mathur, S. Bansal

I.S. Staff: B. Marion, E. Pasion

Members Absent:

City Council: A. Gomez

**II. Pledge of Allegiance:**

The members of the Commission recited the Pledge of the Allegiance.

**III. Announcements:**

Staff reported that the City Clerk has sent remainders of the annual Form 700 economic interests' filings. Copies of the document were distributed to all the commissioners as requested by the city clerk's office. Final submittal date of the Form 700 documents is close of business Tuesday, April 1, 2008.

**IV. Approval of the Agenda:**

Chair requested that agenda items 1 and 2 be reversed in discussion to accommodate a member of the public.

Motion to approve the agenda as amended.

M/S                      N. Gupta / D. Gupta                      Ayes: 9

**V. Approval of the Minutes:**

Vice Chair D. Gupta noted that Commissioner Mathur was not present at the January meeting to make second to the motion for discussion item 3. Staff would correct the minutes as noted.

Motion to approve the minutes of February 25, 2008 as amended.

M/S                      D. Gupta / N. Gupta                      Ayes: 9

**VI. Citizen's Forum:**

No comments made for the record.

**VII. New and Continued Business:**

## 2. MCTV Studio and Working Group.

Vice Chair D. Gupta reported that the working group held a meeting to discuss the involvement of community volunteers and the expanded use of the MCTV26 website for scheduling studio time to produced programming for the public access channel. He added that both city staff and Commissioner Tran have committed time to help transfer DVD and tape programming over to the channel's video server. Vice Chair D. Gupta noted that the use of MPEG-2 conversion technology to help speed up the transfer process should be used as the preferred method of transferring programming. He also added that the working group is developing language to set up a non-profit organization for the cable channel. Once that is drafted a copy will be sent to the city attorney's office for review. Finally, the vice chair reiterated the ongoing monthly training and meeting schedules.

Staff reported that the video streaming server computer had been installed in the control room and testing will be next to convert the MCTV26 audio video over the internet. A web interface will be needed for the MCTV website. In addition to the use of volunteers, the city has an established volunteers program that has established procedures for background checks.

Mr. Bob Burrill, Milpitas resident and member of the Milpitas Historical society, wanted to understand the use of teaching curriculum for educating volunteers on the operations of the cable studio. He also added that he is interested in gathering grant information so that the cable studio operation could get funding to help support its future and ongoing operations. Finally, he added that he has worked with city staff involving the cable television studio and is very appreciative of the added assistance and technical work in developing a video training program for the cable studio.

Motion to note, receipt and file.

M/S

N. Gupta / V. Mathur

Ayes: 9

## 1. EarthLink Wi-Fi Network Update.

Bill Marion, director of the city's Information Services Department, updated the commissioners on the recent changes to the Milpitas EarthLink W-iFi operations agreement. He provided a location by location summary of photographs detailing the various EarthLink servers and node sites.

EarthLink seeks to expedite the transfer of assets as soon as possible. The city would acquire the wireless technology equipment and do the following: sell any unused surplus EarthLink technology equipment and use the funds to support a limited operation of the Wi-Fi network and reconfigure the EarthLink Wi-Fi network to support only the city's public safety network.

Additionally, the Wi-Fi technology would be used to provide free Wi-Fi access at the following four city facilities: Senior Center, Sports Center, Community Center and the City Council Chambers. A presentation will be given to the city council at its March 4<sup>th</sup> meeting to update and seek approval of the changes. The commission would be updated at its March 17 meeting on the progress of the negotiations. The goal, by EarthLink, will be to have this transaction completed by April 1<sup>st</sup>.

The Chair asked whether city has any advantage of operating the existing EarthLink Wi-Fi network. Staff noted that city's needs are very different from that of a commercial operation. The reconfiguration of the Wi-Fi network could be done via software updates and avoiding any physical configuration of the equipment.

The city's public safety equipment operates on a different Wi-Fi range so that it can ensure connection to the city's data network.

Motion to support the negotiations with EarthLink to acquire its Wi-Fi technology assets in Milpitas network and to support the city manager's agreement execution and report back to the commission on the status of the agreement.

M/S                      N. Gupta / S. Bansal                      Ayes: 9

Motion to note receipt and file:

M/S                      N. Gupta / D. Gupta                      Ayes: 9

### 3. January 2008 Information Services Report

Staff reported on the monthly highlights for January 2008. Staff reported that the council chamber audio system needed replacement due to a faulty sound processing unit. Staff is working with BBI to fix the equipment. Replacement equipment is in place while the faulty equipment is sent out for repairs. The equipment has been in continuous use for over six years.

Cisco systems has provided options of leasing equipment to assist in improving the city's data network. The city's data network has been working continuously for nearly seven years. In the event that additional funds are acquired through the sale of the EarthLink Wi-Fi telecommunications equipment those funds could be used to aid in the replacement and upgrade of the city's fiber optic data network. Work is in progress to replace sections of the city's existing fiber optic cables to a larger capacity fiber count throughout the network. The older large 96 strand fiber cable is being replaced with a new compact 144 strand cable. There have been several accidental fiber cuts over the years of use that has degraded overall life of the fiber optic cable. The city will eventually use two pairs of the fiber optic cable and portion out the rest that are functional for other city related operations involving the city's traffic light controls system and remote radio communications for the police substation at the

Great Mall. In the future, the city's hopes to migrate its telephone equipment to a voice over internet protocol system as part of the expansion of the fiber optic data network.

Commission Lam asked of the Comcast network upgrades. Staff reported that Comcast have been working on the entire city since late summer 2007. Chair Alcorn noted that Comcast has done upgrades in his neighborhood since he now receiving On Demand as part of the new services. Staff noted that it would contact and schedule a presentation from Comcast at a future commission meeting.

In the area of the city's public safety vehicles, mobile computing is will need addressing due to the age of the on board computers. The city received matching grant funding of \$50,000 from the Association of Bay Area Governments to help offset the overall cost of replacing the older mobile computer equipment in the city's police vehicle fleet. Additional funding will be needed in the next few years to continue updating the city's public safety vehicles with newer mobile technology.

Staff reported that the city's online building inspection and permitting is now active and available for use anytime of the day and night. Along with the online permitting the interactive voice recognition feature is also available as part of the new services. It is one of highest viewed and used sections of the city's website.

Motion note, receipt and file.

M/S

N. Gupta / H. Tran

Ayes: 9

#### 4. Roundtable Discussion

Chair Alcorn asked can the commission use the city's main telephone on the Form 700 document as primary contact number. The city clerk's office has all the city commissioners contact information for contact references.

Vice Chair D. Gupta reiterated to the commissioners the importance of continued participation in the overall operations of the MCTV26 cable studios.

#### **VIII. Adjournment of Meeting:**

Meeting adjourned to March 17, 2008 commission meeting.